

**Lafayette County Human Services
Board Meeting Minutes
September 10, 2012**

Lafayette County Human Services provides an array of cost effective, quality services, and community-based support for individuals and families to improve their quality of life.

Board members present: Sherry Crist, David Hammer, Gerald Heimann, Connie Hull, Richard Roelli, Leon Wolfe (Brandee Blaine is excused)

LCHS staff present: Janet George, Kristine Brunkow, Shane Schuhmacher

Others present: Duane M. Jorgenson, Corporation Counsel

I. CALL TO ORDER

- A. The meeting was called to order by David Hammer at 6:15 p.m. The meeting was properly posted at the Courthouse, City Library, Lafayette County Human Services and e-mailed to The Republican Journal.
- B. Motion by Connie Hull, second by Leon Wolfe to approve the agenda as posted; carried.
- C. Motion by Sherry Crist, second by Connie Hull to approve the minutes of the August 13, 2012 meeting as printed; carried.

II. PUBLIC COMMENTS

- A. No public comments were submitted.

III. FISCAL REPORT

- A. Janet George reported on a couple of unusual payments this month; Lafayette County Health Dept. has a payment for April-July expenses; Morning Sun has a payment for two months; and there are several checks for Family Support totalling \$1915.78.
- B. Ms. George reported through August 31, 2012, LCHS is roughly \$65,650 under budget. Of that figure, the Institutional Account is \$15,318 under budget and operations if \$50,333 under budget. Ms. George stated unless there is a significant number of high-cost inpatient or diversion costs, she is estimating that LCHS will remain roughly \$20,000-\$50,000 under budget for operations and possibly \$10,000-\$30,000 under budget for the Institutional Account.
- C. Ms. George reported a voucher schedule for the out-of-home children's placements (foster care, kinship, group homes) that are run as a part of the WISACWIS Financial Interface is included in the information packet. The final figures for August were not available until approximately 1:00 p.m. this afternoon (Sept. 10); therefore, she was unable to send the payments out ahead of time.
- D. Ms. George stated the Aging Unit had a couple of unusual payments: Lafayette County Health Dept. is being reimbursed for three months (April-June) of personal care, footcare, and med

management costs and there is registration and lodging costs for Kate Chambers and one COA committee member to attend the Aging Conference in the Wisconsin Dells later this Fall.

To date, the Aging Unit is roughly \$7,000 under budget. At this point barring any extraordinary events; Ms. George is estimating the Aging Unit should finish 2012 approximately \$10,000 under budget.

IV. APPROVAL OF EXPENDITURES

- A. Motion by Leon Wolfe, second by Gerald Heimann, to approve the LCHS vouchers as scheduled; carried.
- B. Motion by Connie Hull, second by Leon Wolfe, to approve the Aging Unit vouchers as scheduled; carried.

V. PERSONNEL

- A. Filling vacated Mental Health Coordinator Position and any subsequent position created by such posting-Mr. Schuhmacher stated Dawn Sennhenn Bonhoff resigned her position as Mental Health Coordinator; her last day of work was August 31, 2012. Due to the timing of the Human Services Board Meeting on September 10 and the Human Resources Committee Board meeting scheduled for August 27, Mr. Schuhmacher contacted all of the Human Services Board members on August 23 to get their approval to refill the vacated Mental Health Coordinator Position; all members gave their approval to refill the vacancy.

Mr. Schuhmacher indicated the Human Resource Committee approved refilling the vacated Mental Health Coordinator position on August 27, and any position vacated from such posting, pending final approval from the Human Services Board Committee on September 10th.

- B. Motion at 6:35 p.m. to go into Closed Session for not less than 10 minutes pursuant to the exemption contained in Sec. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee by Sherry Crist, second by Gerald Heimann. Motion carried by unanimous roll call vote.
- C. Motion to return to Open Session at 7:55 p.m. by Leon Wolfe, second by Richard Roelli. Motion carried by unanimous roll call vote.
- D. Motion and/or action taking on matters discussed in closed session-Motion by Connie Hull; second by Leon Wolfe to fill the vacated Mental Health Coordinator Position; carried.

VI. 2013 HUMAN SERVICES AND AGING BUDGETS

- A. Mr. Schuhmacher and Ms. George went to Finance on September 6th with proposed 2013 Human Services and Aging Budgets. The Aging Budget was approved as presented. The Human Services budget had a one percent increase in levy from the 2012 budget. Finance instructed Mr. Schuhmacher and Ms. George to present with a zero percent increase; therefore, reducing the proposed 2013 budget by approximately \$17,000. Mr. Schuhmacher

and Ms. George will present the revised proposed 2013 Human Services Budget to Finance on September 18th.

VII. DIRECTOR'S COMMENTS

- A. Employee Comp and Overtime Report- The total hours for comp time for the period of August 6, 2012 to September 2, 2012 for LCHS was 29.63 hours and the total overtime hours was 7.50 hours.
- B. Program Updates
 - i. 2011 Lafayette County Human Services Annual Report-Mr. Schuhmacher presented copies of the final 2011 Human Services' annual report. The annual report will be presented at the next County Board meeting.
 - ii. Organizational Effectiveness Plan-Mr. Schuhmacher presented the Organizational Effectiveness Plan. He made reference to page 9 (recommendations for next steps) and page 31 (question and answer attachment). Mr. Schuhmacher will keep the committee informed on the OE process.
 - iii. Marsh County Health Alliance-Mr. Schuhmacher and Ms. George attended a meeting regarding the Marsh County Health Alliance. Lafayette County Human Services has been approved as a member of this alliance upon decision of the County to do so. The Dodge County Facility could take possibly 3-4 individuals if needed. More on this topic at a later date.
- C. Commission on Aging Advisory Report-Leon Wolfe indicated the 2013-2015 Aging Plan has been approved by the COA Advisory Committee at their August meeting and the plan will be forwarded to GWAAR for approval. Mr. Wolfe also reported two new buses have been ordered and could possibly arrive next year.

IX. ADJOURN

- A. The next meeting was set for **Friday, October 12, 2012 at 2:15 p.m.** The Audit Committee will meet at 2:00 p.m.
- B. The meeting was adjourned by Chair David Hammer at 8:30 p.m.

LCHS Board Meeting Minutes

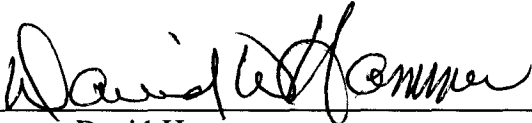
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Reviewed by  10/12/12
Shane Schuhmacher, Director Date

Brandee Blaine

Sherry Crist



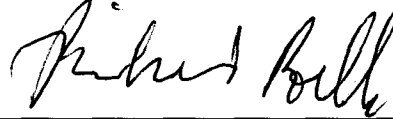
David Hammer



Gerald Heimann

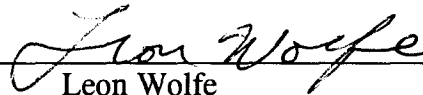


Connie Hull



Richard Roelli

Jack Sauer



Leon Wolfe